



**CITY OF RENO
DEPARTMENT OF PUBLIC WORKS**

April 6, 2001



THE RENO TRANSPORTATION RAIL ACCESS CORRIDOR

**REQUEST FOR QUALIFICATIONS/PROPOSALS
FOR
PROJECT MANAGEMENT CONSULTANT**

Minutes of Pre-proposal Meeting
MONDAY, APRIL 23, 2001

Reno City Council Chambers
Reno City Hall
490 S. Center Street
Reno, Nevada

PRESENT ON BEHALF OF THE CITY OF RENO:

STEVE VARELA, Director of Public Works
MARK A. DEMUTH, MADCON Consultation Services
MERRI B. TRAFICANTI, Deputy City Attorney
GAIL CONNERS, ReTRAC Public Information Officer
BRETT BOYER, City Property Manager
JERRY NEBEN, ReTRAC Project Staff
TODD MONTGOMERY, Nevada Department of Transportation
GREGORY J. NOVAK, Federal Highway Administration

SUNSHINE REPORTING SERVICE

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Reported by: ERIN T. LUSCHAR, CCR #281, RPR

MR. VARELA: Welcome to the City of Reno, for those of you who don't live around here. Glad to see there's so many people. There's more people here than was at the stakeholders meeting. Those are the people that are going to be involved during the construction who own property along the railroad. We invited, what, 800 or more people. We have more people interested in doing the job than are being affected by the job.

My name is Steve Varela. I am the Director of Public Works and I am also the Senior Project Manager for the ReTRAC project, and I'm going to be talking to you in more detail about the ReTRAC project.

This is the pre-proposal meeting for the project management firms that are interested in becoming our managers for the project. I'll talk a little bit more about that. I'm sure there will be a lot of questions, but I also want to introduce to our current ReTRAC project team.

We're one member short for a while here. Our budget manager, who left the City a few weeks ago, is no longer part of the team but we're trying to transition the new finance director to be part of our team. You'll probably meet him later on, or he'll have an assigned senior person involved in the project.

Let me start with introductions -- Oh, there's Todd . Introducing Greg Novak from the Federal Highway Administration. He is the senior guy from the Federal Highways who will be involved in the project since there's federal funds involved in our project.

Todd Montgomery from the Nevada Department of Transportation. He's the project manager overseeing the stewardship for Federal Highways on this project. Again, there's federal highway money and he'll be making sure we obey all the federal rules and regulations as far as the project goes.

I have Gail Conners. I don't have my glasses. Gail is our public information person. She's doing a great job keeping the people, the stakeholders and public, informed about the project, its status. She entered our project team about a year ago or less, and she's going to be very valuable for us. She'll be working with whatever PI people you have involved in the team.

We also have Merri Belaustegui. She's been our legal person on this project. She also is working with our legal firms that we've hired to help us through this design/build process and other contract issues, so she'll be working with us throughout this project.

We have Brett Boyer, who is our property manager. He's been dealing with the right-of-way, right-of-way agreements with the railroad, and also working with us on the utility companies and will continue to work with us on this, of course, with you folks as part of the project management involved in utility relocations and right-of-way and all those kind of issues.

We have Jerry Neben. He is our technical support for the project. Jerry has been over here, you've probably talked to him before.

We also have Mark Demuth. He's with MADCON Consulting. He's been our environmental consultant since Day One in 1995, '96, and he's been doing a great job of keeping us abreast with environmental issues.

Currently we're doing some archeological diggings and some other information out there on the project. Those taking the newspaper in town have read a little bit about that. So we're getting a good idea of what we may end up digging out of the ground over there in the future. He's been keeping track of that, logging it and managing it and will continue to do so at least through the start of construction.

So with that, what I'll do is go through a brief presentation of what the project looks like, at least as we envision it to be, what went through the environmental analysis and what the preliminary engineering was done on, what the basis of our 200 -- total \$218 million cost estimate and that includes more than construction. I'll show you a little bit about that also through the presentation.

First, I'm going to go through the construction staging and shoofly process. This is a big issue. All this information, by the way -- and we'll give the information -- is on our website, and we have available information at Sierra Duplicating here in town that you can also get in hard copy. So much of the information, rather than calling us, it's all available to everyone in this room and anyone else who wants it.

First off, through the environmental study, which took 18 months, was done through Federal Highways and NDOT by the consulting team of Nolte & Associates. They came up through the process with a preferred alternative selected out on the ROD as alternative No. 5, and that's shown in the environmental studies. And basically it's about a two-and-a-quarter mile length trench, depressed trainway that will go up from just west of Keystone Avenue or near Second Street and also come up by Sutro Street to the east end of the project basically as shown here, east and west end.

This alternative is -- our proposal to do it in three sections. This is where the cost estimate comes up. Start on either end building a shoofly which goes in towards the middle.

You probably can't see that very well. I know I've sat out there and I can't see it very well; is that correct? Yes, if you're over 50, you know what I'm talking about. Over 40 --

Anyway, we plan to do it in three stages -- actually two stages; the two ends, then in the middle. We want to keep the middle section left alone for as long as possible and then done as quickly as possible when we bring back the shoofly down Commercial Row, which is south of the railroad track. Anyone who wants to go out and take a look at the project site will know what that looks like.

The stage in the middle, the shoofly will go right down Commercial Row. It's about 30 feet from the buildings, so if you go out there you can pace off 30 feet. You have a barrier rail, 30 feet will be allowed for public use and then about 14 feet from that barrier rail, which is about 44 feet, actually, from the buildings will be the shoofly track that is planned for the project.

Of course, we're talking to you about how it's envisioned. We hope when we get into the design/build process which is what is planned that the contractors will come up with faster and better plans for working through this project.

This just shows some visual of this. This is existing conditions. This is starting the east and west end, starting with the construction on east and west ends. I'll talk a little bit more in detail about what the preliminary engineering vision is.

Then construction in the center stage, and finally we have a trench with about 11 grade crossings across the top of the trench.

We've allowed to have 23 feet of coverage from the top of the rail to the bottom of the bridges. Originally there was discussion of about 27 feet. The railroad likes to think about the future of electrification of their lines and have a four-foot corridor. They agreed it was so far into the future that it wouldn't be relevant in this case for our project.

Trench construction, I'll talk a little bit about that. There was a number of different methods being looked at during the process. In fact, there is a wall construction report prepared that is part of the information you can get. They looked at a number of different

ways. They ended up with a wall top call a diaphragm slurry wall. Some of you may be familiar with it. It looked like the best option and that was cost out in the project.

Also, the bottom, since we wanted to build it as watertight construction, we're in alluvial deposits down in there, there's a lot of rock, cobbles, those kind of things. The ground water level is up above the bottom of the trench probably 5 to 10 feet, that range. There would be a significant amount of seepage in there during construction, so the plan is to build it as a watertight system.

So the jet-grouting bottom to the concrete bottom, temporary bottom during construction is planned, and then later on they'll build a solid concrete bottom. Just looking at this -- generally looking at excavating and putting in the slurry walls, then excavating down between the slurry walls until we get to the ground water level and then jet-grouting the bottom to prevent inflow of ground water and lifting of the bottom; then the trapped water and the dirt on the top; the dirt, of course, will have to be removed and deposited appropriately, and then the track water pumped out and treat it.

This is sort of a view of the trenches. There's two tracks down in the middle, the maintenance row, 54 feet total width between the base -- base and wall. I believe the thickness of the walls as anticipated in the preliminary engineering is about 30 inches of slurry wall with reinforcing.

Originally, there was a discussion of tiebacks. That was eliminated when we did the cost estimate. It was found to be cheaper and less restrictive on the rights-of-way on either side. You'll probably be aware that there's interest in developing up adjacent to and possibly over the top of the trench eventually in the future. We thought that not just because of construction costs but maintenance in the future and the viability of use of the property for foundations and so forth adjacent to the walls, we'd be better off not to do the tiebacks.

Construction sequence, again, this is existing conditions, slurry wall. The plan is to excavate the slurry walls on either side, do the slurry construction all the way to the bottom, put the wall in, as noted here.

Then begin by putting in the vehicular bridges. I think before we start bridges, those bridges will be available. Start excavation, as I mentioned earlier, eventually complete and put in a solid bottom, permanent slab that the rails, track and ballast will rest on, and support it with the struts across the top, estimated to be about 25 feet on center.

Cross streets, here's an example. As you'll probably see on some of the drawings if you get some of the preliminary engineering drawings, these are simple bridges. I believe they were precast concrete bridges that were anticipated for this project.

Of course, appropriate approach grades that need to be constructed for the roadways coming into those, this is typical of those. This is showing North Center Street.

The process here as we probably -- we do not want to have two adjacent streets closed at any one time, so we'll be jumping from street to street allowing traffic to flow through the area.

One of the very important things of this project is dealing with the customers, the folks that are out there trying to keep their businesses going, the casinos and other properties, the stakeholders, it's very important that they're going to be involved throughout the project.

We just had a stakeholders meeting and they elected representation to be involved in developing a stakeholders agreement, partnership agreement type of thing. Then we hope to have the contractor when they get on board to be part of the agreement. The City will be part of it, the project manager and everyone else will be part that. But they've already done

that so they're getting ahead of the game here, getting the stakeholders down to a manageable level and being part of the project.

Here's some idea of utilities. There's a number of utilities that run along the streets and a number of utilities that run longitudinal or parallel to the trench. Some of those are listed here. We have fiber optics, fuel line, a number of other gas lines and so forth.

The plan here is to relocate these into some corridor on Third Street. One of the big issues with this project is the building of a new storm drain system. This is needed to divert all the drainage coming from the north end or the high end of town that eventually will pipe into the Truckee River to be diverted in a large box culvert on the north side of the trench and downstream eventually to the Truckee River.

There was a lot of discussion about that with the power company and treatment plant down there. We've taken care of that working with them in developing some better methods of preventing spills and also improving their treatment process so that we didn't have to do any inverted siphons that pump across the trench, which would be a big problem. This is an issue, and we have a corridor bank that we envision to have on the north side of that trench.

The cost estimate I mentioned earlier; total \$218 million. There is a number of different parts of that. If you look up there, it includes a contingency of about 30 million in engineering; about \$34 million, the shoofly that's shown on here.

We also show non-construction item of right-of-way assessment, 5.6, that includes a sell back some of the property that we feel is only partial takes, at least during the major part of construction, that we'll be able to sell back some of the property.

This is our cost estimate. It is a tight budget. We plan on keeping with that, and I do not want to exceed the \$33 million. We've already spent about \$10 million of that, and that will be very important for us as we proceed forward through the project.

Now, the first thing I wanted to do, there was a number of questions through e-mail or through telephone conversations and so forth that were sent to us prior to this meeting. The answers to those questions are in your packet.

Take a brief moment to look through those questions and answers. Maybe some of your questions you might have here may have already been answered with that. Then we'll open up the questions and answers.

One of the things I do also want to mention, this is a unique selection process in that we have three of the city council members who will be on the selection committee. They will be part of the process both from the standpoint of reviewing the written proposals and the interviews that will come later, and then we also have technical folks like myself and some others that will be part of the meeting.

Todd Montgomery, Federal Highways, just decided to be observer through the process. We also have a stakeholder who will be part of the process, and we have a person from Washoe County, a senior member of their engineering staff who will be on -- I don't think it's important to give you names, no one wants to get called and get lobbied ahead of time.

So the issue is we'll be doing it strictly on the written information given to us and also the oral interviews. We're trying to keep it to the least amount of possible questions.

Everything we are doing here we want to answer and send out to you by mail in writing Friday. We want to close all questions, they'll be no -- After you get an opportunity to hear this and ask questions here, you might -- some other questions may pop up between now and Friday, so we're going to give you to noon Wednesday to get the questions over to us in writing.

We will make that part of the packet we mail out and everyone will get the questions and the answers to the questions, so everyone will have the same information. As I mentioned earlier, all that information is provided on the website, and with that --

MR. DEMUTH: I want to make sure or that the last question that you have is the one that tells you how to submit further questions until noon on Wednesday. There's an e-mail and a fax, no phone calls. After noon we'll cut it off, answer them. We'll post them to the website on Friday, but also we'll mail them. Your official copy will be your mail copy. You probably could look after 5:00 p.m. on Friday, you should be able to find it.

Has anybody been having any problems finding the information we've been posting on the website? Everybody know that we have a website that has 66,000 pages of material?

SPEAKER: Could you give us the address again?

MR. DEMUTH: www, dot, ReTRAC, that's R-e-T-R-A-C, dot, org.

MR. VARELA: I thought you already read those.

SPEAKER: I forgot the "org" part.

MR. VARELA: Oh, okay.

MR. DEMUTH: Every document that's ever been available is available at Sierra Duplicating here in town. You're welcome to come up and get a copy, this is a listing of everything. We do not provide documents through the City of any kind. Everything that is available is available either on the Web or through Sierra Legal Duplicating.

MR. VARELA: There's one question on there I do want to talk a little bit about, and that's besides the cutoff date, there's a question related to the Nolte team and subconsultants on the Nolte team.

We haven't got an answer on that. One of the reasons we haven't -- I'd like to say yes on that. The Nolte team themselves will not be the project manager. One of the first stops on this project is to review the cost estimate done by Nolte, so one of the things we want to keep clear is that Nolte would not be the project managers, also. They will not be a part of it.

But there are a number of subconsultants that work for Nolte, some of them have done portions and parts of the cost estimate, so we're a little bit concerned and don't have an answer. We hope to have an answer by the end of the week what the standing of those particular consultants are.

We're hoping that they will be able to continue to work on this on this end with it, but some of the major consultants with them have done a lot of cost estimating so it may be an issue, so we need to look into that.

Those are the two things I just wanted to bring out ahead of time. With that, what we'll do is go ahead to have an opportunity for you folks, maybe take five minutes to read your stuff and we'll try to just do the best we can, raise your hand and come up to the podium.

Remember, this is a mandatory meeting, so hopefully there's at least one member of your team signed up over here, a senior member of your team so that we can know that you've appeared here, because if you don't sign up, you won't be qualified to go through the process.

Okay. Start raising your hands if you want.

Sir, why don't you come up.

We have a court stenographer here that's going to take every word and make sure that we get the questions properly. If you think you want to rephrase it, go ahead and do that. We'll try to answer some of your questions.

MR. KING: Actually, I have two questions.

The first one is: If the primary is a DBE, does that qualify as meeting the five percent goal for DBE?

MR. VARELA: If you could identify yourselves also for the court reporter.

MR. KING: My name is Perry King. I'm Senior Vice President of ATSER, L.P., of Houston, Texas.

MR. NOVAK: As far as I know, that would meet it.

MR. KING: Okay. Thank you.

The second question, you refer in the RFP to value engineering in several places. Do you want to formal value engineering sessions managed by a certified value engineering specialist or do you want just informal value engineering as the project proceeds?

MR. VARELA: I'll try to answer that to my best. We'll give you a written answer, but our vision was to do value engineering in an informal methodology. If you want propose something differently, that you think it would be an asset to the project, that's up to you folks.

MS. TRAFICANTI: Mary Belaustegui Traficanti.

Greg Novak answered the first question, for our court reporter's purposes.

MR. VARELA: Any further questions?

Yes, sir, come on up.

MR. ANDERSON: Dennis Anderson, Carter Burgess. I just had a couple of things maybe to clarify with the DBE.

There is something in there that says they have to be approved five days prior. Does that mean that the NDOT people have to have their application totally approved?

MR. MONTGOMERY: We can take a look at it but I think -- I'm Todd Montgomery with NDOT -- we can certainly get with you in terms of writing and getting back with everyone, but I think we would just require it's five days prior to that is certification.

But I'm not sure whether that includes certification or what all that entails in terms of them getting certification prior to the five days or just your submittal, but we'll certainly look into that and get a response back to you.

MR. ANDERSON: There's a mention of Nevada licensed professional engineers. Would the deputy project manager have to be licensed or would it be kind of up to us to determine who the licensees are based on what their responsibility would be throughout the project?

MR. MONTGOMERY: That would probably help you folks. We usually go through the engineer in charge has to be the licensed engineer. I'd probably leave up that up to the City.

MR. VARELA: I would imagine the project manager.

MR. ANDERSON: I think there was a question I saw a part of that we also had a question about the 10 pages of project experience. Will that be answered formally or does that to go on the proposal?

MR. DEMUTH: It is answered in the -- Mark Demuth -- it is answered in the handout. It's also one of the topics of Addendum No. 1.

MR. ANDERSON: Would you expand a little bit on the item that talks about the physical, environmental and political issues?

I guess you could interpret "political" relating to the environmental issues or "political" relating to the city council or "political" relating to the casino owners; or is it all of the above?

MR. DEMUTH: All of the above.

MR. ANDERSON: And why?

MR. DEMUTH: I would say that all of the above is probably a good description of the stakeholders, and I think that's probably what's referenced as to political.

If you've followed the news at all with this project, you've seen that this is a topic of great interest to the public as a whole, as well as the stakeholders. Environmentally, we've identified a number of documents, as well as the EIS, that the City's greatest concerns are ground water contamination or its pretreatment and proper disposal, and the issue of contaminated soils.

MR. VARELA: What it means is that this is a very sensitive project to the City of Reno and the political body here. The City Council themselves are very concerned about the activities going on. They're very concerned about the stakeholders, the property owners, the businesses being informed, not only informed but being treated with respect and conscious acknowledgment of their concerns and issues. That is a very, very important part of this project.

MR. ANDERSON: I guess my last question here is: The SEP 14 application, would you expand a little bit on that?

MR. VARELA: SEP 14 is something that we do. It's for a design/build, it's an experimental project thing.

Greg, maybe you want to touch bases, do more.

MR. NOVAK: Sure. Greg Novak with Federal Highways.

Right now our whole program is set to go low bid, which is if you want to go design/build, you need to go through Special Experimental Project No. 14. Our headquarters office in Washington, D.C. has final approval authority on that, but will go through our Nevada division office.

The City of Reno will be helping in getting that SEP 14 approval documentation, but there are more details about it on the Federal Highways website, if you want to get into SEP 14 in our -- it's www.fhwa.gov. It's in our infrastructure core business unit program administration, if you have a hard time finding the website.

MR. VARELA: One of the things is we have to not only meet the federal requirements but we have state laws that govern the design/build process. We have to meet both the state law requirements and the process that the state law lines up, and also the Federal Highways in getting the special environmental project approval, SEP 14 through Federal Highways.

So if you're interested in looking at that information, you can get that information as stated, and also in NRS --

Anyone know what the citation is for NRS?

MR. DEMUTH: 238.

MS. TRAFICANTI: 338.

MR. VARELA: We'll put that in the response.

MS. OBERHOLLZER: My name is Carol Oberhollzer with Lahontan Geoscience. We're a DBE here in Reno, ground water consulting firm.

And my question was: How was the five percent set aside by NDOT for the DBE?

MR. DEMUTH: You want to answer that?

MR. VARELA: They go through a process of looking at the representations statewide -- correct me if I'm wrong, this is our understanding -- this is looked at statewide and primarily focused on construction and subcontractors for construction.

They also look at consultant services statewide and they do a synopsis of what the representation of DBE firms are and the various types of professional services that are going

to be provided on this. They check up with an average representation total for the whole area and I think they relied at somewhere -- every year I think they go through -- Every year?

MR. DEMUTH: Every year.

MR. VARELA: Every year; therefore, they come up with five percent for this type of project on a statewide.

MR. DEMUTH: It's important to understand it is not representative of the population as a whole. The State population, to level the playing field, the five percent goal, other than the population of individuals, is 12 percent statewide, it's not 12 percent in this field. That's what the goal represents, what would you have to do to level the playing field in this field, and that's five percent.

MS. CLARK: Joyce Clark with Vali Cooper & Associates.

Can you expand a little bit more about what you are envisioning for the construction contract for the PM contract?

MR. VARELA: We are envisioning everything that's needed.

As you can see here, this is the staff that's been involved. This is a large construction project and we're looking for a firm to essentially be staff on this project for the next four to five years until it's completed, until perhaps even a short period of maintenance that will be part of the project to make sure there's no leakage in the walls and that kind of stuff for a period of time.

We're very interested in some firm that not only has design/build experience but construction management, especially in design/build. My experience with design/build and the knowledge I've gained over the number of years here, it's not traditional construction management that you see in a design/bid/build project where you do all the inspections, the construction management. A lot of quality assurance is done by the contractor, this is oversight, so it's very important to have the experience with this type of construction.

Any further questions? Yes, ma'am.

MS. ALDERS: I'm Linda Alders with Safe Work. We're a safety consulting firm, DBE California.

Can you tell me where you stand on the safety issues? Is that the contractor's responsibility? What is the CM's role for safety?

MR. VARELA: Well, I think the contractor definitely has this role and it's got to be approved. During the process of developing a contract specification and bids, there's a lot of direction given to the contractor about what kind of safety program, oversight program, all that. It's very necessary, not only the federal requirements for the safety programs but also we want to have a safe project.

We don't want injuries or deaths occurring. It's a very important part of this project, especially when you're working in a congested downtown area with a lot of -- not only safety for the workers but safety for the visitors and public that are going to be up and around the area.

MR. DEMUTH: I would also add, you know, that we're -- my firm presently is doing a number of investigative programs downtown. We're entirely covered by the railroad safety requirements also.

There are flagging requirements within 25 feet of an active rail, mandatory safety equipment at all times. This project, we remind everybody, safety is first. Right after the convenience of the public, then safety is first.

MR. VARELA: Yes.

MR. ABRAMS: Al Abrams. I have a couple of questions.

Being this is a design/build project, are the drawings issued to the design/build teams, is that going to be 20 or 30 percent, is it 100 percent, or based on your alternative 5?

MR. VARELA: Let me try to answer. Right now we've done preliminary engineering at around 20 to 30 percent, right in that range, the engineering done. We expect the project management firm to take a look at that, along with the information and contract documents that have been prepared by the legal folks to see where we need to go from there, how much additional information we want to provide.

Some parts of that, perhaps like utility relocation plans, may need to be designed 100 percent. Those are the type of issues that need to be addressed. We don't have all the answers.

MR. ABRAMS: As a follow-up on that, in a lot of metro work a lot of utility companies want to do their own work.

MR. VARELA: There will be some of that dealt -- we have to negotiate agreements with these utilities. We hope to do that ahead of time, construction.

MR. ABRAMS: And the final question has to do with the environmental aspects of materials here underneath the existing rail line, whatnot.

Do you have an idea of what's down under there or are we going to get into extensive hazardous waste programs that nobody knows what's down there? Do you guys have a fairly good idea of where it's going to go?

MR. VARELA: Yes. We have that, what, 66,000 pages of information. We've done extensive geotech with the preliminary engineering. In fact, we've done more -- if we take pieces and parts of the engineering that has been done, the geotech and the investigation of ground water, all that has been probably more than 30 percent.

So there is plenty -- an extensive amount of information not only in environmental studies but in the backup documents. At this point, we don't need to go into those are the type of issues that need to be addressed. We don't have all the answers.

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So there is plenty -- an extensive amount of information not only in environmental studies but in the backup documents. At this point, we don't need to go into detail, but if you review that information, we're pretty clear -- not to say that there's not a lot more underneath, there may be pockets of things that you don't identify during this process, but we think we have a pretty good handle on what it is and what the costs will be to remediate.

MR. DEMUTH: The only thing I would add, we presently are doing an extensive soils sampling program now to supplement the Kleinfelder work done during the EIS. If you go to my company's website, www.MADCON.com, you can find under our City of Reno web page a complete scope of work that we're underway on right now.

We anticipate getting another I think it's 43 sample locations this summer that will be directly within the right-of-way. Kleinfelder's work was outside of the right-of-way. We have finally, hopefully, negotiated an access agreement with the railroad to allow us do a sampling within the right-of-way itself, and those samples will be taken this summer to further characterize the soils.

MR. VARELA: Any additional questions? Yes, sir.

MR. KING: Perry King, ATSER.

Has the work on the Nolte contract progressed as far as it's going, or is it going to continue during the next few months while the PM is brought on board?

MR. VARELA: The answer is -- Did everyone hear the question?

The work on the Nolte contract, has it been completed or is it going to continue?

Their contract is still open, it hasn't been closed yet. The main reason we have their contract open is for some documentation they need to provide, and also we want them available to answer questions of the project management firm as they get into the contract. We don't want them to just get a blank piece of paper with no backup information and not know what the thought process was.

We're keeping them on board to be able to be a resource to the project management firm in evaluating the cost estimate. Those are the main two reasons that they're involved still in the project.

That's one of the issues we have to iron out just how that interrelates with some of their subconsultants who helped them in the process and being part of the PM, so we've got to deal with that and try to get an answer by the end of the week.

Any further questions?

Okay. Good luck to you all.

MR. DEMUTH: In closing, can we just let everybody know how they need to turn their proposals in? The most important part.

As a separate requirement, the RFP requires that you send a letter of registration; that is separate of your activities here today. If you are proposing, we'd ask you to send a letter of intent to Edie Evans; that's paragraph 2 of your RFP, it states very clearly what you need to do.

The submission is noon, May 9th at the City Clerk's office. You're on the same floor as the City Clerk is on. The far corner is the City Clerk's office. Hand delivery can be taken up until 12 o'clock on their time. They will date stamp everything as they do everything. All submittals are always through the Clerk's office.

If you're going to submit to the Clerk through FedEx, you realize you run the risk that if they deliver late, we don't -- we have nothing to do with that. We go entirely based on their date stamp acceptance of your proposals, so please plan ahead.

That's the only thing I can think of.

SPEAKER: Can we have a short recess before adjourning in case we have questions we want to go over with amongst ourselves?

MR. VARELA: We have time. We'll take a 5- or 10-minute recess if you want to come back and ask more questions, that's fine. We'll wait.

MR. DEMUTH: Excellent idea.

(Off the record.)

MR. VARELA: Could I make a request? Anyone who came up and asked a question, if you could leave your card with the stenographer so she can make sure she gets that part right, that will be helpful. Thank you.

(Off the record.)

MR. VARELA: I didn't check my watch but I think it's about 10 minutes, so we'll go ahead and get started again, if there's any other questions.

While we're gathering to sit down, there was a request to get the list of attendees for this meeting. We'll make that part of our response or handout to you on Friday, we'll put that as an attachment to the answers to the questions today so that you'll all get to see who was here and who signed up.

Someone asked, it's public information and I might as well make it easy for everyone and get it out to them.

I guess we're reassembling. If there's any more questions, we'll try to do that again.

Remember, you have until noon on Wednesday. You could send over the questions by e-mail and we'll get those responded to in the same package with the questions that were asked here today. So I'll leave it open again for questions.

Okay. Have a good day.

(At 2:27 p.m., meeting adjourned.)

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(The following question was submitted by Todd Montgomery, Nevada Department of Transportation, after the meeting was adjourned:)

MR. MONTGOMERY: Basically can the design -- can the successful project management contractor participate in the design/build team?

MR. DEMUTH: We'll answer that one.